



Places Associates, Inc.

Planning, Landscape Architecture, Civil Engineering and Surveying
Certified WBE

July 15, 2016 (updated items in **bold**)

Boxborough Planning Board
29 Middle Road,
Boxborough Ma 01719

Re: Site Plan Review
1034 Massachusetts Avenue
Project No. 5185

Dear Board Members:

This office has reviewed the submission for the above referenced project. The following items were received:

1. Site Plan Approval Application dated 3-15-16.
2. Memo requesting waivers from Lawn Barber Inc. dated February 24, 2016.
3. Memo from Robert Smith Jr. dated September 28, 2015.
4. Site Plan prepared by Alden Landscape Design dated August 10, 2015.
5. A copy of Building Permit BP-2015-0130.
6. Plans for a freestanding building by Engineering Services & Products Co.

These items have been reviewed for compliance with the *Town of Boxborough Site Plan Approval Rules and Regulations (2011)* and standard engineering practices. Please note this office has not reviewed any previous Site Plan Approvals for the property as a part of this application.

Since the initial comments we have received a plan by Stamski and McNary dated May 23, 2016 and last revised July 14, 2016. It is noted that this plan is labeled "Progress Site Plan" and is not stamped by a Registered Professional Engineer or Land Surveyor. An appropriate titled, stamped plan is required.

At this time we have the following comments and concerns:

1. The applicant has requested a number of waivers. Section 1.4 states:
A waiver of strict compliance from these Rules and Regulations may be granted if the Board determines that such a waiver is in the public interest and not inconsistent with the intent and purpose of these Rules and Regulations and the Boxborough Zoning Bylaw. All requests for waivers shall be submitted in writing with the site plan application. All requests shall identify the provision or provisions of the regulations from which relief is sought. The request shall also include a statement explaining why the applicant thinks that granting a waiver would be in the public interest and not inconsistent with the purpose and intent of these Rules and Regulations and the Zoning Bylaw. **No update received.**
2. The applicant has asked for waivers and submitted a site plan sketch. The application formwork however references a local survey company. It should be clarified how R. Wilson & Associates is involved in the project or preparation of the plan. **Addressed with new plan.**
3. This submittal provides the opportunity for the current site uses to be documented to allow the Planning Board to evaluate future changes on the site and recognize the on-going activities as

256 Great Road, Suite 4
Littleton, MA 01460
(978)486-0334
places@placesassociates.com

previously approved. The sketch is insufficient to document the lateral extent of the existing site activities relative to the setbacks, property lines and the rented space from Robert Smith. It is noted that the letter from Roberts Smith specifically addresses the front parking along Mass Ave but does not mention any additional land area that is being leased. **It is noted that the buildings shown on the plan do not meet the required setbacks for principal buildings (office or garage building) or accessory building (shed). It is recommended that a note be added to the plan to document the non-conforming status with construction dates or variances to setbacks, as applicable.**

4. **Addressed.**
5. The plan does not indicate if any landscaping or screening exists or is proposed as required by Section 3.1.5. **"Proposed Plantings" shown adjacent to Mass Ave parking spaces needs more specifications as to the plantings, height, spacing etc.**
6. Item 3 of the application form should be corrected to show the area of the property and the amount of frontage on Massachusetts Ave. **Plan shows info, application not updated.**
7. Section 4.1.3 prohibits parking within the front zoning setback. The applicant should provide a plan prepared by a Registered Land Surveyor showing the location of the front parking in relation to the public right of way and the required zoning offset. **It is our understanding that this parking is pre-existing and should be noted as such. It is also noted that at least one space is directly impacted by the existing utility pole and should be re-located.**
8. The application indicates the site has 27± employees and only 24± parking spaces. The applicant should document the number of spaces required under the Zoning Bylaw, show the location of the existing spaces on site, and if necessary request relief as allowed by Section 4.2 of the Site Plan Rules and Regulations. **Addressed.**
9. The applicant has not addressed Section 4.4 Landscaping and Buffers. **Comment remains**
10. The addition of a building may have increased the impervious area onsite- it is unclear as to the surface conditions prior to the installation of the building, the applicant has not addressed Section 4.10 Stormwater Drainage and Management. **It is recommended that the proponent provide stormwater management to the extent practicable to improve the water quality of runoff from the site and to contain the volume of stone dust generated on site.**
11. The applicant has not addressed Section 4.11 Pollution and Hazardous Materials. **Comment unchanged. It is unclear as to whether any automotive maintenance occurs within the garage and whether there are any automotive fluids, parts washers or petroleum based materials (in addition to the fuel tank) are located on site.**
12. The applicant should provide a copy of the approvals obtained when the oil storage tanks were installed for the file. **Comment Remains**
13. The applicant has not addressed Section 4.14 in regards to noise generation. **Comment Remains.**

The following comments are in response to the site plan submitted July 14, 2016:

14. The sand pile adjacent to the main entrance should have erosion control measures in place to prevent sediment from entering Massachusetts Avenue.
15. The plans indicate a new sewage disposal system for 12 employees will be installed. This is not consistent with the number of parking spaces (22) and the maximum number of people using the well (24). It is recommended that the septic system be designed for the 24 person capacity so that any future changes in employees will not necessitate upgrading a relatively new system. It is noted that the proposed 315 grade is not compatible with the grades for a driveway. Given the heavy truck traffic over the new septic area, consideration should be given to extra protection of the system (i.e. heavy duty components, geotextile).
16. An erosion control plan should be required during the installation of the new septic system including the installation of silt sacks or equivalent in the existing Mass. Ave catchbasins.

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17. June 23, 2016, the new OSHA regulations regarding the protection of workers from silica dust became effective. The operators can either use respirators or water to minimize dust. If water is the primary means of dust control, it is recommended that an Operations and Maintenance Plan (O&M) be prepared to address the on-going potential for silt laden runoff from leaving the site.
18. The site currently does not have any Stormwater controls on the site and has shown that historically that any preventative measures for silt laden runoff have not been maintained (as evidenced by the wetlands sedimentation). It is recommended that a Stormwater Management plan be implemented to the extent practicable to address the water quality issues for this site. Most important to the Stormwater is the O&M. The Board may want to consider requiring monitoring reports given the recent history sediment being washed off site.
19. It is recommended that the proponent address any other permits that may be required including:
 - a. MassDOT Access permit (modification of the existing curb cut),
 - b. NPDES Multi-Sector General Permit (SIC codes 1411, dimensional stone or 3281 Cut Stone and Stone Products).
 - c. The applicant should address whether the water used to control stone cutting dust is industrial process water. If it is determined to be industrial process water additional State and local regulations may apply.
 - d. Given the industrial use, are floor drains required or provided?

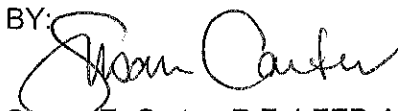
This office recommends that the proponent address the previous and current comments for the Boards review and to clearly document the current site conditions.

Please contact this office should you have any questions regarding this review or the project in general.

Thank you.

Very truly yours,
Places Associates, Inc.

BY:



Susan E. Carter, P.E. LEED AP
Director of Engineering, President

Places Associates, Inc.

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